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Ad 4 SP  
Cap 3

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

SSM-214

June 16, 1945.

SPECIAL SERVICES MEMORANDUM - 214

Administrative - 5  
Supplement - 1

SUBJECT: Farm Transportation Program -- Abolition of County  
Farm Transportation Committees

Administrator's Memorandum No. 54, dated June 16, 1945, reads as follows:

"The County Farm Transportation Committees have performed a great service in helping maintain wartime transportation and production facilities of agricultural producers in this Nation. The thanks of this Administration are added to those of the many others who appreciate the services rendered by these committeemen and their assistants.

"Funds were not made available for continuing the work of the County Farm Transportation Committees after June 30, 1945. The Office of Price Administration and the Office of Defense Transportation were advised of this situation early this year and, likewise, both agencies found it impossible to make funds available to the War Food Administration for this purpose. Both agencies have advised this Administration they will be able to handle this work without the assistance of the County Farm Transportation Committees.

"It is, therefore, necessary to abolish the County Farm Transportation Committees established under the authority contained in Secretary's Memorandum 975-26, effective at the close of business June 30, 1945. As of July 1, 1945, responsibility for continuation of any of the functions formerly handled by County Farm Transportation Committees will be assumed by the Office of Price Administration and the Office of Defense Transportation.

"All previous memoranda are superseded to the extent that they conflict with the provisions of this memorandum."

Signed: Ashley Sellers  
Assistant Administrator

State and County AAA offices shall not incur any expense after June 30 in connection with programs now being handled by County Farm Transportation Committees.

In a letter addressed to all officers and members of County Farm Transportation Committees, Col. J.M. Johnson, Director of the Office of Defense Transportation, has expressed appreciation for the services rendered by each committee member. Copies of Col. Johnson's letter are being forwarded to State offices in quantities sufficient to furnish one copy to each County Farm Transportation Committee chairman. The chairman should be instructed to circulate the letter among the County Farm Transportation Committee members.

Attached for your information is a copy of a memorandum dated June 4, 1945, which the Office of Defense Transportation has forwarded to its Regional Directors, District Managers, and Field representatives.

Following are excerpts from teletype and advance information letters which the Office of Price Administration forwarded to its field offices:

Excerpt from teletype sent to Regional Board Operations Executives May 22:

"\*\*\*\*\*After June 30, County Farm Transportation Committees under AAA will no longer function and certify farm applications. In many instances it may be desirable to appoint former committee members on Gasoline Panels. Because of increased transport application load, qualified transport operators should also be represented on Gasoline Panels."

Excerpt from Gasoline Advance Information Letter No. 29 sent to Regional Gasoline Rationing Representatives May 19:

"Discontinuance of County AAA Certification on Non-Highway FARM APPLICATIONS -- The Agriculture Department has advised that reduced appropriations for the AAA forces them to discontinue as of July 1 their certification service to our Boards on transport and non-highway farm issuance. Therefore, after June 30 we will revise our procedure for obtaining certification on farm non-highway applications. We have recommended to Board Operations that wherever necessary it add to the present gasoline panels farmers and transport operators in the community who are willing to serve in considering applications for transport and non-highway gasoline for farmers. Undoubtedly it will be possible to get individuals who previously served on the County Farm Transportation Committees to work as Board volunteers. Their prior experience with the problem should be of great value to our program. We know you will cooperate to the fullest extent with Board supervisors in working out this problem. Incidentally, the annotation in the Board Loose Leaf Service P.433 (03-1) will be changed as circumstances now require."

Excerpt from Advance Information Letter No. 30, dated May 26, 1945, to all Regional Tire Rationing Representatives from Tire Rationing Branch, OPA:

"DISCONTINUANCE OF COUNTY FARM TRANSPORTATION COMMITTEES.  
The War Food Administration has advised us that reduced funds for the AAA forces them to discontinue as of July 1 their approval for conversion of farm tractors, implements and wagons from steel wheels to rubber tires. An amendment is being prepared which will revoke the present procedure for obtaining approval for conversions from steel wheels to rubber tires. It is being recommended to Board Management that wherever necessary a member familiar with the agricultural needs of the community be added to the Tire Panel since the decision as to whether a conversion will be permitted will be made by the Board. Detailed instructions on standards, procedures and other related information will be sent out when the amendment goes to the Loose Leaf Service."

COPY

OFFICE OF DEFENSE TRANSPORTATION  
Highway Transport Department  
Washington 25, D. C.

June 4, 1945  
Refer to: 45-36

MEMORANDUM

TO: All Regional Directors, District Managers and Field Representatives

FROM: Division Director P.N. Simmons

SUBJECT: County Farm Transportation Committees

The War Food Administration has advised ODT that reduced appropriations for the AAA forces them to discontinue as of July 1, 1945, the assistance which has been rendered by the County Farm Transportation Committees.

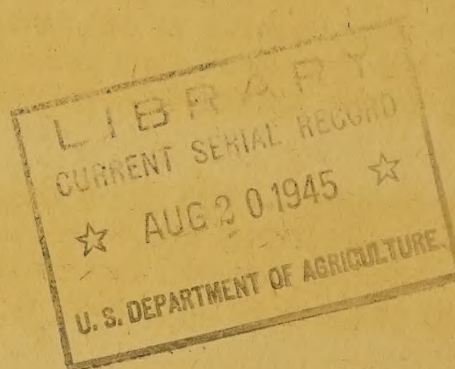
Director Johnson desiring to express appreciation for services rendered by County Farm Transportation Committees has prepared a letter addressed to all officers and members of County Farm Transportation Committees, copy of which is attached. This letter is being transmitted to CFTCs through the usual AAA channels.

Undoubtedly, operators of commercial motor vehicles principally engaged in farming will continue to seek information from the present members of the County Farm Transportation Committees subsequent to June 30, 1945; therefore, District Offices shall make available to those members, if they desire it, current information regarding ODT orders, policies, and programs.

Likewise, in line with the future policy of the Office of Defense Transportation, in order to keep abreast of the present and potential transportation problems in the important farm commodities, the Office of Defense Transportation may desire information regarding local transportation facilities.

Therefore, it is most desirable that the County Farm Transportation Committee chairman and other members of the Committee be agreeable to furnishing, on a personal voluntary basis, information or recommendations upon request, such requests being made only when it is deemed absolutely necessary.

Attachment



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Cop 7

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

SSM-215

June 7, 1945

SPECIAL SERVICES MEMORANDUM - 215

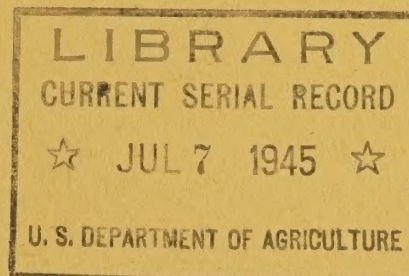
Supplies -57

SUBJECT: PROCUREMENT OF FARM SUPPLIES UNDER PR-19

This memorandum supersedes Special Services Memorandum -94, Supplies 47, and any other instructions pertaining to the items listed in Priorities Regulation 19, as amended June 2, 1945, a copy of which is attached. PR-19, as amended, will be forwarded to each State office in quantities sufficient to furnish one copy to each county office.

County AAA Committees have no operational responsibilities under PR-19, as amended June 2, 1945. However, County Committees should become sufficiently familiar with PR-19, as amended, to advise farmers on how to procure items listed in the Regulation.

Information pertaining to the alternative method of procuring merchant trade products under CMP Regulation 4 (see Special Services Memorandum-97) will be forwarded at a later date.





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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

June 13, 1945

Construction - 63

SPECIAL SERVICES MEMORANDUM - 216

SUBJECT: Revisions in L-41 Agricultural Handbook

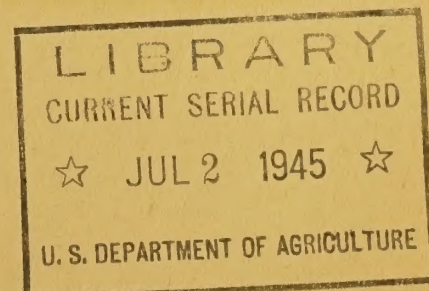
WPB Order L-41, as amended June 11, 1945, copy of which is attached, provides certain changes in farm construction exceptions. Accordingly, this memorandum amends Special Services Memorandum 48, issued February 15, 1944, insofar as the annual dollar limitations are concerned.

A farmer may now spend up to \$1,000 per calendar year for construction or remodeling of farm service buildings and facilities on a single farm without obtaining prior WPB approval. Maintenance and repair expenditures on service buildings and facilities are unlimited as in the past.

The exemptions for farm houses are entirely separate from and are not included in the above exemption for farm service buildings. Up to \$1,000 may now be spent in a calendar year on a farmhouse, designed for single-family occupancy, for construction, maintenance and repair. Note that maintenance and repair costs must now be included in the \$1,000 exemption. Farmhouses designed for two-family occupancy (i.e. with separate living, cooking and bathing facilities) have an exemption of \$2,000. The exemption increases \$1,000 for each additional family occupancy up to a maximum of \$5,000. There should be very few cases of this sort on farms because duplexes and multi-family apartment houses with separate living facilities are not the usual farm housing practice.

Farmers who can build new houses or remodel old ones within the above limitations but who need priority assistance on lumber should file WPB-617 applications with the County Committee. Waivers from the Construction Limitations must be requested on such applications for the use of lumber. The Construction Limitations are set forth in Schedule A to CMP Regulation 6, as amended June 4, 1945, a copy of which is attached. These applications should be processed the same as all other WPB-617 applications.

The L-41 Agricultural Handbook is being completely revised to bring it up-to-date with changes in Order L-41, as amended, and other supporting orders and WPB field processing instructions. Some delay in the completion of the Handbook is being experienced due to changes in the supporting orders and field processing instructions. However, printed copies of the revised Handbook will be forwarded to the Committee as soon as possible.





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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

SSM - 217

June 13, 1945

SPECIAL SERVICES MEMORANDUM - 217

Construction 55  
Supplement - 4

SUBJECT: Issuance of Farmer's Lumber Certificate  
Third Quarter (July, August and September), 1945

STATE LUMBER QUOTAS  
(In thousands of board feet)

State	AA-2	AA-3
Connecticut	231	988
Maine	216	923
Massachusetts	196	838
New Hampshire	82	351
New Jersey	587	2,508
New York	1,103	4,719
Pennsylvania	856	3,659
Rhode Island	23	97
Vermont	96	409
N. E. Div.	3,390	14,492

Delaware	351	1,501
Kentucky	1,224	5,235
Maryland	476	2,034
North Carolina	2,576	11,014
Tennessee	978	4,182
Virginia	1,192	5,095
W. Virginia	160	685
E. C. Div.	6,957	29,746

Alabama	701	2,996
Arkansas	1,376	5,885
Florida	521	2,229
Georgia	777	3,321
Louisiana	1,049	4,488
Mississippi	1,040	4,448
Oklahoma	1,243	5,317
South Carolina	845	3,614
Texas	4,967	21,242
Southern Div.	12,519	53,540

State	AA-2	AA-3
Arizona	445	1,901
California	5,754	24,605
Colorado	1,229	5,251
Idaho	1,196	5,115
Kansas	2,887	12,346
Montana	1,521	6,506
Nevada	94	402
New Mexico	292	1,248
North Dakota	2,892	12,369
Oregon	1,520	6,500
Utah	606	2,593
Washington	2,001	8,557
Wyoming	376	1,608
Western Div.	20,813	89,001

Illinois	3,658	15,645
Indiana	1,921	8,216
Iowa	7,281	31,138
Michigan	1,916	8,192
Minnesota	4,724	20,205
Missouri	1,965	8,404
Nebraska	3,079	13,169
Ohio	1,953	8,352
S. Dakota	3,161	13,520
Wisconsin	2,753	11,774
N. C. Div.	32,411	138,615

Washington Reserves	7,910	35,606
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U. S. Totals	84,000	361,000
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## REPORTS

<u>Monthly Report</u>	<u>Period Covered</u>	<u>Forwarding Date County to State</u>	<u>Forwarding Date State to Washington</u>
First	July 1 - July 26	July 27, 1945	August 2, 1945
Second	July 27 - August 26	August 27, 1945	September 2, 1945
Third	August 27 - September 30	October 1, 1945	October 7, 1945

## FORMS

Use same forms as for Second Quarter, 1945, as follows:

FL-200, Application for Farmer's Lumber Certificate  
FL-201, Farmer's Lumber Certificate  
FL-202, County Lumber Distribution Report (where applicable)  
~~FL-203, State Lumber Distribution Report~~  
FL-204, Lumber Dealer's Report of Small Sales.

An additional supply of forms FL-200 and FL-201 are being printed and will be distributed directly from the printer to all State offices. It is expected that this distribution may be made about July 7, 1945.

IMPORTANT!

OPERATING PROCEDURE

IMPORTANT!

### I. Issuance of Farmer's Lumber Certificates.

Beginning July 1, Committees may no longer issue Farmer's Lumber Certificates for lumber to be used in new farmhouse construction or remodeling, the cost of which comes within the L-41 exemption (\$1,000 for new construction, maintenance and repair of a single family house.) AAA Committees may continue to issue certificates for farmhouse maintenance and repair within the \$1,000 exemption.

#### A. Special Services Memorandum 168 is amended accordingly and should be changed as follows:

1. References to the issuance of certificates and assignment of ratings for farmhouse construction within the L-41 exemption (shown as \$200 in the memorandum), listed below, should be deleted:

- (a) Operating Procedure, Part I, Section A.
- (b) Operating Procedure, Part IV, Section A,  
Paragraphs 3a and 3c
- (c) Operating Procedure, Part IV, Section B

2. Under Operating Procedure, Part II, add Section "C" as follows:

"Farmhouse construction within the \$1,000 exemption of L-41."

3. Amend "Supplemental Information Affecting Issuance of Certificate", Part I, to read:

"Farmers' Lumber Application for Farmhouse Construction within the \$1,000 L-41 Exemption.

If farmers are unable to obtain lumber without ratings for farmhouse construction within the \$1,000 L-41 exemption, they should be advised to file form WPB-617 to obtain priority assistance. A request must be made on the application for a waiver from the Construction Limitations in order to use lumber. The applications should be processed in the same manner as all other WPB-617 applications."

## II. Reporting of Farmhouse Maintenance and Repair Issuance.

Special Services Memorandum 183 is superseded by the following:

- A. Beginning July 1 all State Committees are requested to report, for all counties within their respective States, the total quantity of lumber and number of certificates issued for maintenance and repair of farmhouses
  1. This information should be included under "Remarks" (Line 9), Form FL-203, when the monthly lumber distribution report is submitted and should cover the same period.
  2. State Committees should caution County Committees not to include in the information any certificates issued for lumber to be used in the rebuilding or restoring of farmhouses damaged or destroyed by fire or other disaster.
  3. The above request does not change the reporting procedure which has been in effect during the past three months in the Southern and East Central Regions.

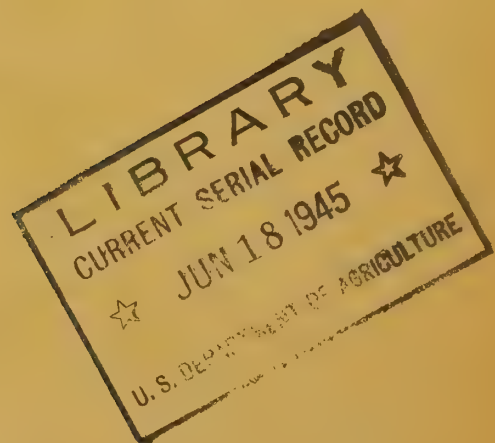
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III. Shifting AA-2 State Quota into AA-3 State Quota.

Several State Committees have requested that only AA-3 quotas be assigned for issuance within their respective States. In order to give all States equal treatment AA-2 quotas have been assigned. However, any State Committee which wishes to transfer any portion or all of its AA-2 quota into the AA-3 quota may do so. The Washington office must be notified of all such transfers either by letter or by notation on the monthly lumber report.

IV. Lumber Quota for Farmhouse Maintenance and Repair.

An allocation of 23 million board feet has been transferred to War Food Administration for issuance by Committees during the third quarter for farmhouse maintenance and repair. This quota is intended to care for only the most urgent needs. Committees are authorized to issue certificates only when the house must be repaired immediately in order to be habitable or when the structure is hazardous to health. AA-3 ratings only may be assigned for this use. The allocation is included in the AA-3 State quotas and represents slightly over 6 percent of the total.



UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY

Washington 25, D. C.

SSM - 218

June 20, 1945

Production - 67

SPECIAL SERVICES MEMORANDUM - 218

SUBJECT: War Food Order 69, Amendment 6, and War Food  
Order 69.3

This memorandum supersedes Special Services Memorandums 82, 113, 114, 136, and 141.

Attached are a copy of WFO-69, Amendment 6, which is a revision of the existing provisions of WFO-69 as heretofore amended, and a copy of WFO-69.3 which replaces WFO-69.1 as amended and WFO-69.2 as amended. Copies of WFO-69, Amendment 6, and WFO-69.3 are being forwarded to State offices in quantities sufficient to furnish at least one copy of each order to each county office.

The fruits and berries covered by WFO-69, Amendment 6 are: apples, apricots, cherries, currants, Concord grapes, peaches, pears, plums, blackberries, blueberries, Boysenberries, dewberries, huckleberries, Johnsonberries, Loganberries, Olympic berries, raspberries, strawberries, and Youngberries. It will be noted that this list does not include dates, pineapples, prunes, and gooseberries, which were previously restricted. The definition of and the restriction on vinegar stock are no longer contained in the order.

Attention is directed to the fact that Concord grapes are not included in WFO-69.3. This action subjects Concord grapes to the provisions of WFO-69, Amendment 6.

The authority of members of County AAA Committees to release particular lots of fruit under specified conditions by issuing special authorizations is continued without change in WFO-69, Amendment 6. Fruits and berries, therefore, may be released under any such special authorization, if no market is available because the supply exceeds the demand for food use or because of the extremely low quality or grade, small size, a degree of maturity which prevents sale for food use or spoilage.

The purpose of the orders is to direct the specified fruits and berries into the channels considered most essential. A member of a County AAA Committee should experience no difficulty in making proper determination on each lot of fruit for which authority is sought to use such fruit in the production of an alcoholic product. An offer by a distiller, vintner, or other receiver, of a price higher than that which would be paid if the fruit were sold for food is not in and of itself, sufficient justification for issuing a special authorization to use the fruit in the production of an alcoholic product.

Regional authorization officers of the Office of Marketing Services may release fresh fruit as well as processed fruit. However, those officers have been instructed to refrain from releasing a particular lot of fruit which is in fresh form and is still owned by the grower, except:

1. In a county for which a county committee has not been established.
2. Under special arrangement made with the county committee.

(over)

Special authorizations for the use of fresh fruits in the production of an alcoholic product are made by issuing, in triplicate, WFO-69, Form 1, a copy of which is attached. This form should be reproduced in the field.

### I. Regional AAA Responsibilities

1. Forward to the State AAA offices procedures, instructions, and information pertaining to the order.
2. Forward to the Office of Marketing Services copies of WFO-69, Form 1, received from the State offices.
3. Procure information from the Office of Marketing Services to answer State inquiries.

### II. State AAA Responsibilities

1. Forward to the county offices procedures, instructions, and information pertaining to the order.
2. Forward to the AAA regional office, once each week, copies of WFO-69, Form 1, received from the county offices.
3. Forward all correspondence, inquiries, and reports pertaining to the order to the regional office.

### III. County AAA Responsibilities

1. A member of the County Committee may act upon a request for release of a particular lot of fruit (a quantity of a particular kind of fruit which is in fresh form and still owned by the grower), for use in the production for sale of a product containing 7 percent, or more, of alcohol, by volume.
2. A member of the committee may issue a special authorization releasing a particular lot of fresh fruit after it has been determined that no market is available for the fruit for human consumption, except when used in the production of an alcoholic product; provided that if the fruit is unsuitable for human consumption, except when used in the production of an alcoholic product, such fruit shall not be released if the grower failed to exercise reasonable care to prevent the fruit from becoming unsuitable for human consumption, or failed to make reasonable efforts to dispose of or utilize such fruit prior to its becoming unsuitable for human consumption.
3. Prepare special authorization, in triplicate (original and two copies of WFO-69, Form 1) for disposition as follows:
  - a. Original copy to the vintner, distiller, or other receiver of the fruit.
  - b. One copy to the State office. (Copies should be forwarded to the State office on Saturday of each week.)
  - c. One copy to be retained in the county office files.
4. Forward all correspondence, inquiries, and reports pertaining to the order to the State office.

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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D.C.

SSM-219

June 23, 1945

SPECIAL SERVICES MEMORANDUM - 219

Farm Machinery Rationing-160

SUBJECT: War Food Order 135. Veteran's Preference for  
New Farm Machinery and Equipment

War Food Order 135, "Veteran's Preference for New Farm Machinery and Equipment" was effective June 25, 1945, and appeared in the Federal Register dated June 22. Copies of the Order will be forwarded to State offices in quantities sufficient to furnish copies to county offices. County offices should supply copies of the Order to dealers to the extent that their supplies permit.

Attached are a copy of Form MR-45, "Application for Veteran's Preference Certificate for Farm Equipment," and a copy of Form MR-145, "Veteran's Preference Certificate for Farm Equipment." These forms will be supplied to State offices for distribution to County offices as soon as they are printed. Both of the forms may be reproduced in the field.

WFO-135 establishes a procedure whereby a veteran may be assisted in procuring any item of new farm machinery and equipment (except repair parts) listed in WPB Order L-257-c. In order to receive assistance in the form of a veteran's preference certificate issued by the County Agricultural Conservation Committee, the veteran must own a farm, operate a farm as a tenant, or be a sharecropper. Also, the items applied for must be urgently needed by the veteran for the purpose of establishing or reestablishing himself as a farmer. Prior to filing the application, a diligent but unsuccessful effort must have been made by the veteran to obtain new and used equipment to meet his needs.

WFO-135 defines a veteran as any person who shall have served in the active military or naval service of the United States at any time on or after September 16, 1940, and prior to the termination of the present war, and who shall have been discharged or released therefrom under conditions other than dishonorable after active service of 90 days or more, or by reason of an injury or disability incurred in service in line of duty.

The farm rationing committees for Alaska, Hawaii, Puerto Rico, and the Virgin Islands shall assume the responsibilities assigned below to the County and State Committees.

A. Responsibilities of the Veteran

1. Make a diligent effort to obtain new and used equipment needed to establish or reestablish himself as a farmer before making application under WFO-135.

2. Apply to his County AAA Committee on Form MR-45 for a veteran's preference certificate covering any urgently needed item of machinery or equipment (except repair parts) listed in WPB Order L-257-c. Prepare the application in the original only unless applicant wishes to retain a copy.

(Over)

3. Establish to the satisfaction of the County AAA Committee that he is a veteran as defined in WFO-135, that he has made a diligent but unsuccessful effort to obtain new and used equipment, that he has urgent need for the desired equipment, that the items applied for are not in excess of his minimum needs, and that acquisition of the desired equipment will tend to increase production of food to meet war and essential civilian needs.
4. Return a preference certificate to the County AAA Committee for cancellation (a) if the equipment described on the certificate was obtained without use of the certificate; (b) if other equipment, either new or used, which meets substantially the same need as the equipment described on the certificate, is obtained; (c) if, for any reason it is found the certificate is not needed; or (d) if the County Committee informs him that the certificate was issued by mistake.
5. Present preference certificates to any dealer in new farm machinery and equipment within whose trade territory his farm is located. The veteran must be willing to meet the dealer's regularly established price and terms of sale or payment for the equipment described on a preference certificate.
6. Request the dealer to furnish a written statement of the reason or reasons for refusing to accept an order accompanied by a veteran's preference certificate if such a statement is desired by the veteran. Such a statement may be presented to the County AAA Committee.
7. Any veteran, whose application has been denied by the County AAA Committee, may if he so desires appeal to the State AAA Committee within 30 days after such denial. If the State Committee upholds the decision of the County Committee, the veteran may appeal to the Director, Office of Materials and Facilities, War Food Administration, Washington, D.C. within 30 days after action by the State Committee.

B. Responsibilities of the County AAA Committee

1. Determine to the satisfaction of the Committee that the veteran has filled out his application completely, that his statements are correct, and that a diligent but unsuccessful effort has been made by the veteran to procure new and used equipment to meet his needs.
2. Determine whether the machinery and equipment listed in the veteran's application are urgently needed by him, and whether acquisition by the veteran of such machinery and equipment would tend to increase the production of food to meet war and essential civilian needs. In making such determinations, consideration shall be given to the type and size of the equipment listed, the type and size of the veteran's farm operation and to any equipment already owned by the veteran or available to him.
3. Complete that part of the application headed "To be Completed by County Agricultural Conservation Committee."

4. Issue to the veteran a Veteran's Preference Certificate for Farm Equipment for each item of farm machinery and equipment approved by the Committee. If the L-257 item No. is not available, it may be omitted from the certificate.
5. Instruct the veteran on the use of the Preference Certificates, such as presenting the certificates only to dealers who serve the area in which the veteran's farm is located, meeting the dealer's regularly established terms of sale or payment, requesting the dealer to furnish a written statement of the reasons for refusing to accept an order accompanied by a Preference Certificate if such a refusal is made and the veteran desires such a statement. The veteran may give such dealers' statements to his County AAA Committee.
6. Forward to the State Committee dealers' statements on reasons for refusing an order accompanied by a Preference Certificate.
7. If a veteran's application is disapproved in whole or in part, instruct the veteran of his right to appeal to the State AAA Committee.
8. If, after issuing a preference certificate to a veteran, it is found that the veteran misrepresented his circumstances, or that his circumstances have so changed that the equipment described in the certificate is no longer needed, or that the certificate was issued by mistake, the Committee shall demand the return of the certificate.
9. On the 20th day of each month report the following to the State Committee:
  - (a) The number of certificates issued for each type of equipment. (Such as 4 certificates for tractors, 5 certificates for tractor mounted cultivators, 3 certificates for combines, etc. The number of certificates for tractor-drawn and tractor-mounted equipment should be listed separately.)
  - (b) The number of certificates for each type of equipment which were satisfied by dealers.
  - (c) The number of certificates cancelled for each type of equipment.

The reports should not be cumulative, but should cover only the period following the last report.

C. Responsibilities of the State Committee

1. Properly instruct the County offices on the operation of the program.
2. Accept and act on appeals received from veterans. If the decision of the County Committee is upheld, inform the veteran that his appeal has been denied and that he may appeal further to the Director, Office of Materials and Facilities, War Food Administration, Washington 25, D.C. If the appeal is granted, instruct the County Office to issue a Preference Certificate.

3. Forward to the Regional office not later than the last day of each month a summary of the County Office reports on preference certificates issued, satisfied, and cancelled.

4. Forward to the Regional Office dealers' statements containing reasons for refusal to sell equipment to a veteran holding a Preference Certificate.

D. Responsibilities of the Dealers

1. If a veteran wishes to place an order for equipment described on a Preference Certificate, the dealer shall accept such order and certificate even though the item of equipment is not in the dealer's stock at that time.

2. Supply the veteran with the equipment described on a Preference Certificate before supplying any person not holding a certificate for the equipment described. This shall be done notwithstanding any prior commitment or contract with any such person.

3. Supply any person with equipment who presents a War Production Board preference rating on a military or emergency farm use order before supplying such equipment to a veteran holding a preference certificate.

4. Honor preference certificates for like equipment in the order of receipt of such certificates.

5. After selling the equipment described on a preference certificate, notify the issuing County Office of such sale by completing that portion of the certificate headed "Certificate of Sale" and forwarding it to the County Office.

6. The dealer may refuse to honor a certificate if the veteran is unwilling or unable to meet the regularly established price and terms of sale or payment for the equipment.

7. If a dealer refuses to sell to a veteran the equipment described on a preference certificate, furnish to the veteran, if he so requests it, a statement of the reasons for such refusal.

8. Apply in writing to the Director, Office of Materials and Facilities, WFA, Washington 25, D.C., for relief if the dealer considers that compliance with WFO-135 will work an exceptional and unreasonable hardship on him.

APPLICATION FOR VETERAN'S PREFERENCE CERTIFICATE  
FOR FARM EQUIPMENT

Note: Veteran means any person who shall have served in the active military or naval service of the United States at any time on or after September 16, 1940, and prior to the termination of the present war and who shall have been discharged or released therefrom under conditions other than dishonorable after active service of ninety days or more, or by reason of an injury or disability incurred in service in line of duty.

1. Application for \_\_\_\_\_  
(Describe equipment desired)  
(If application covers more than one item, list answers to questions 1 and 9 for each item on back of this sheet.)

2. Applicant's Name \_\_\_\_\_ 3. Service Serial No. \_\_\_\_\_

4. Applicant's Address \_\_\_\_\_

5. Date of Induction \_\_\_\_\_ 6. Date of Discharge \_\_\_\_\_

7. Type of Discharge \_\_\_\_\_

8. County in which equipment applied for will be principally used \_\_\_\_\_

9. List farm equipment which you now own or which is otherwise available for your use which does the same or similar type of work as the equipment for which you are now applying, indicating age, size and condition of such machines. \_\_\_\_\_

10. Description of your Farm Operations for crop year \_\_\_\_\_.  
Kind of crop : Acres: Kind of crop: Acres: Kind of livestock : Number  
: : : : :  
: : : : :  
: : : : :  
: : : : :

11. Custom, exchange or contract work which you estimate you will do in the next 12 months with this equipment (Answer in acres of period of time) \_\_\_\_\_

12. Give any other reasons why you believe this equipment is necessary. \_\_\_\_\_

I CERTIFY; That the statements made in this application are true and correct, that I have made diligent efforts and have been unable to obtain either new or used equipment of the type applied for; that, if obtained, the equipment will be used in the operations described above; and that I have not submitted an application for this farm equipment to any other County Agricultural Conservation Committee.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Applicant)

(1. Continued)	(9. Continued)
Equipment Applied For:	Equipment Owned or Available
Age	Size
Condition	

TO BE COMPLETED BY COUNTY AGRICULTURAL CONSERVATION COMMITTEE

1. (a) Date application received \_\_\_\_\_ (b) Date considered \_\_\_\_\_
2. Equipment approved and date(s) certificate(s) issued \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
3. Equipment disapproved, state reasons \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

VETERAN'S PREFERENCE CERTIFICATE FOR FARM EQUIPMENT  
(A separate certificate must be issued for each item of equipment)

NOTICE TO VETERAN

This certificate is non-transferable and does not guarantee availability of the equipment.

If you obtain the equipment described below without the use of this Certificate, or if you obtain other equipment, either new or used, which will meet substantially the same need as the equipment described below, or if for any reason you find that you will not need to use the Certificate, you shall promptly return the Certificate to your County Agricultural Conservation Committee for cancellation.

NOTICE TO DEALER

Pursuant to War Food Order No. 135, this certificate, when presented to you, requires that you supply the equipment described herein to the veteran to whom this certificate is issued before supplying any person (except those persons with War Production Board preference ratings for military orders or emergency farm use) not holding a Veteran's Preference Certificate with like equipment, notwithstanding any prior commitment or contract with any such person.

THIS IS TO CERTIFY: That \_\_\_\_\_

(Name)

\_\_\_\_\_, in accordance with  
(Address)

the provisions of War Food Order No. 135 is hereby issued this Veteran's Preference Certificate for purchase of the following described farm equipment:

\_\_\_\_\_  
(Description)

\_\_\_\_\_  
(L-257 Item No.)

\_\_\_\_\_  
County Agricultural Conservation Committee

By \_\_\_\_\_

\_\_\_\_\_  
(Member of Committee)

\_\_\_\_\_  
(Date of Issue)

\_\_\_\_\_  
(Address of Committee)

Note to printer: To be perforated along this broken line

CERTIFICATE OF SALE

(To be executed by the dealer at the time of sale and returned to the  
County Agricultural Conservation Committee)

To: \_\_\_\_\_ County Agricultural Conservation Committee, \_\_\_\_\_

\_\_\_\_\_  
(Address)

I HEREBY CERTIFY: That the following described farm equipment: \_\_\_\_\_

\_\_\_\_\_ was sold to \_\_\_\_\_

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

pursuant to a Veteran's Preference Certificate presented to me by said veteran.

\_\_\_\_\_  
(Name of Dealer)

By \_\_\_\_\_

\_\_\_\_\_  
(Date of Sale)

\_\_\_\_\_  
(Address)



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Cop 3

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

June 26, 1945

SPECIAL SERVICES MEMORANDUM-220

Construction-64

SUBJECT: Revisions in Agricultural Handbook on L-41

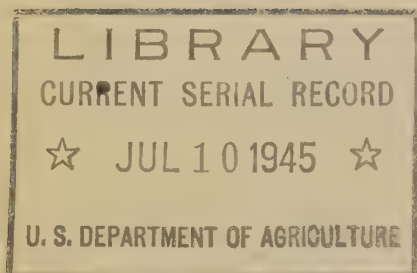
This memorandum and Handbook supersede Special Services Memorandum 48 and Handbook as revised, which include Special Services Memorandums 111, 153, 160, 176 and 216.

The important changes in the recently amended Order L-41 have been mentioned previously in Special Services Memorandum 216, Construction 63, issued June 13, 1945.

Although the Handbook has been shortened and certain sections rewritten for purposes of clarification, there are no procedural changes of import. To save paper and reduce printing costs, the procedure for reporting violations of Order L-41 has not been included. The procedure remains the same, however, and Form FCL-41-3 may be used when necessary.

Form FCL-41-2 has been amended slightly and a new Budget Bureau Approval Number has been assigned. County and State Committees, therefore, should see that the new form is properly reproduced and put into immediate use.

Copies of the Handbook are being forwarded to State offices in quantities sufficient to furnish two copies to each County office.



AGRICULTURAL HANDBOOK  
ON  
WPB CONSERVATION ORDER L-41

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PART I. AGRICULTURAL CONSTRUCTION EXEMPTED FROM WPB ORDER L-41

A. "On-Farm" Construction Exempted (physically located on a farm)

1. Farm service buildings and related facilities (i.e. buildings other than farmhouses) when the cost per farm does not exceed \$1,000 in a calendar year. (See Interpretations, Section B).
2. Farmhouses designed for use by one family, when the cost of construction, maintenance and repair does not exceed \$1,000 in a calendar year. Farmhouses designed for use by more than one family have an additional \$1,000 exemption for each additional family up to a maximum of \$5,000. (See Interpretations, Section B).
3. The rebuilding or restoring of a farmhouse damaged or destroyed after July 1, 1943, by fire, flood, tornado, earthquake, acts of war or the like, if the cost of rebuilding or restoring is less than \$5,000.
4. Maintenance and repair needed to keep farm service buildings (i.e. buildings other than farmhouses) in sound working condition or to fix them when they have become unsafe or unfit for service because of wear and tear. Also, the maintenance and repair of machinery and equipment in buildings other than farmhouses. (See Interpretations, Section H).
5. The minimum work necessary to prevent more damage to any building (including farmhouses) or its contents, which has been damaged by fire, flood, tornado, etc.
6. Grading, ditch-digging or similar earth moving operations provided no building materials, other than drainage pipe, are permanently installed. (See Interpretations, Section I).
7. Drilling and casing of water wells (excluding the use of pipe to conduct water on the surface).
8. Putting up wire fencing on farms, and the erection of farm silos manufactured by a producer as defined in Order L-257.
9. The installation in an existing building or the erection outside of a building of any machinery or equipment obtained upon approval of a special form such as WPB-1319, WPB-541, etc. (See Interpretations, Section N).

B. Emergency Construction Exempted (for procedure see Part VI)

1. The rebuilding or restoring of farm service buildings damaged or destroyed by fire, flood, tornado, earthquake, acts of war, or the like, where the cost of reconstruction is less than \$5,000, and the USDA determines that immediate rebuilding is essential to the agricultural program.
2. The reconstruction of buildings or structures damaged or destroyed by disaster, where the Red Cross has determined that rebuilding or restoring is essential.
3. Farm construction necessary to prevent threatened loss of farm products, where the USDA determines that immediate construction is essential to the agricultural program.

C. "Off-Farm" Construction Exempted

See paragraphs (d)(i), (iii), (v) and (viii) of Order L-41 as amended 6/11/45; also Part II, Section G of this Handbook.

PART II. INTERPRETATIONS

The following interpretations may be used to determine whether a project comes within the exemptions established by L-41.

- A. Where a specific cost figure (e.g. \$1,000) is established as the dividing line between exempted and non-exempted construction, the APPLICABLE items listed below must be included in determining the total cost.
1. The cost of all new materials and paid labor, except for maintenance and repair of farm service buildings, must be included.
  2. The value of home-sawed lumber must be included (at least the value of the timber and the cash outlay for logging, sawing, etc.)
  3. The cost of excavating or grading must be included when building materials, other than drainage pipe, are permanently installed.
  4. The cost of maintenance and repair work (i.e. cost of new materials and paid labor) on FARMHOUSES must be included.
  5. The cost of new machinery, equipment and fixtures must be included except when the installation is for necessary replacement (i.e. maintenance) of such items in buildings other than farmhouses or where the installation is done in accordance with Paragraph (e)(20), (formerly Direction 2) to Order L-41. (See Sections H and I).

6. When a building is moved from its foundation to another location, the cost of the building, the cost of severance and the cost of moving the building are not included. However, the cost of constructing a new foundation, remodeling the building and attaching the building to the new foundation must be included.
  7. Where a building is dismantled and the salvaged materials used in constructing a new building, only the cost of new materials and paid labor for constructing the new building should be included.
  8. The cost of used materials, equipment and fixtures need not be included.
  9. The value of all unpaid labor need not be included.
  10. The cost of construction authorized by WPB upon approval of a WPB-617 application does not have to be charged against the annual exemptions.
- B. Each farm service building does not have a separate \$1,000 exemption. Regardless of the number of farm service buildings on a given farm the maximum amount that may be spent, without specific WPB approval, for remodeling or new construction of such buildings is \$1,000 for the entire farm in a calendar year.

In regard to farmhouses, however, the rule is different. A farmer may build one or more new houses, or remodel or repair one or more existing houses on the same farm as long as the new construction, remodeling or repair can be fully completed within the applicable exemption figure for each house. For example, a farmer desiring to build one or more individual houses designed to house one family each, may spend \$1,000 on each house. A farmer desiring to build one or more houses designed to provide separate and private accommodations for two families may spend \$2,000 on each house. A farmer desiring to spend \$600 to add a room on to a house, could still spend \$400 for remodeling, maintenance and repair of the old portion of the house.

- C. If a building is started in one calendar year and completed in another calendar year, the amount of the exemption is the same as though the building were begun and completed in the same calendar year.
- D. The cost of small movable prefabricated buildings or equipment such as poultry and hog houses or feeders, which are purposely placed on skids in order that they may be moved periodically, need not be considered in determining whether L-41 cost limits are exceeded. However, the cost of a prefabricated building must be included if it is bought and affixed to the realty for an indeterminate time.

- E. Labor cabins, barracks and bunkhouses required for use by seasonal laborers needed to insure harvesting of agricultural crops are classified as farm service buildings. Accordingly, their construction is chargeable against the \$1,000 exemption for farm service buildings.
- F. "On-farm" agricultural construction includes farmhouses, farm service buildings and other construction which is physically located on and required for the operation of a farm producing primarily for the market.
- G. "Off-farm" agricultural construction is construction which is generally not located on a farm but used for the marketing, storage, processing or production of farm products, e.g., a potato or grain storage building at a trackside location some distance from a farm is a separate project with separate exemption limits, and not a part of a farm project even though it may be owned by a farmer.
- H. Maintenance and repair (e.g. replacement or repair of a roof or siding which has become unfit for service because of wear and tear) costs are not chargeable against the exemption allowed for farm service buildings. Such costs are chargeable against the exemption for farmhouses.

Work which must be done on buildings (excluding farmhouses) to permit the removal and replacement, or repair, of any machinery or equipment which has been worn out, damaged beyond repair or destroyed, is exempted from Order L-41, as maintenance or repair.

- I. The term "drainage pipe" means any kind of pipe which will be used for drainage purposes, including concrete pipe, cast-iron pipe, steel pipe and clay tile. Accordingly, earth moving operations begun to permit installation of any kind of pipe for purposes other than drainage (for example, irrigation purposes) is not covered by the exemption.
- J. The cost of insulating existing buildings is no longer exempted. The expenditure is now chargeable against the annual exemptions.
- K. For information relative to waivers of the Construction Limitations see Schedule A to CMP Regulation 6, as amended 6-4-45.
- L. When equipment or fixtures are attached to a building so firmly that removal would result in material damage to the building or attachments, construction is involved. For example:

- Attachments to the plumbing system of a building
- Attachments requiring installation of new wiring in a building
- Attachments for which a base or foundation must be built
- Attachments which must be cemented to a floor or a wall.

- M. A farm is defined as follows in Interpretation 1 to Directive 24, as amended, for the purpose of determining agency jurisdiction in processing borderline residential cases:

A farm is a place primarily used for raising crops, livestock, dairy products, poultry, etc., for the market. Except in unusual cases a place of less than five acres will not be considered a farm.

- N. The exemption listed in Part I, A, paragraph 9, is authorized by paragraph (e)(20) (formerly Direction 2) to Order L-41. When any machinery or equipment has been obtained in the manner prescribed by the exemption, its installation in an existing building (or erection outside a building) plus any alterations to the building which must be made to permit the installation, is exempted from Order L-41. The term "alterations" does not include construction of new buildings or additions to existing buildings.

### PART III. HOW TO FILE AN APPLICATION

#### A. Forms to be used

1. Revised Form WPB-617 must be used for farm cases when applying for authority to begin construction, reconstruction, remodeling or conversion restricted by Conservation Order L-41 and for necessary priority ratings or allotment symbols required to obtain building materials and equipment to be used in such restricted construction.
2. In case of emergency, application may be made by wire or in person instead of on a printed form. (See procedure, Part VI.)
3. Revised Form WPB-617 must be filed with the County Committee for authorization to install farm plumbing and heating equipment unless one of the following conditions applies:
  - a. The cost of construction, including the cost of new equipment, does not exceed the annual dollar exemption allowed for the type of building involved (i.e. a farmhouse or farm service building).
  - b. The equipment is to be installed for maintenance or repair purposes in a farm service building (in which case no cost limitation is imposed).
  - c. The equipment is to be installed in an existing farm service building or farmhouse, and will be procured and installed in strict accordance with the terms of paragraph (e)(20) (formerly Direction 2) to Order L-41.

Note: a priority rating is not required to purchase plumbing and heating equipment included on List A of Order L-79, when the equipment is needed to replace similar items which have been worn out, damaged beyond repair or destroyed. When List A equipment is to be installed for purposes other than necessary replacement, it cannot be purchased without a priority rating. When the installation is exempted from L-41 (as in a, b, or c above), the rating should be requested from the nearest WPB Office on Form WPB-1319. When the installation is not exempted from L-41 the rating should be requested on the WPB-617 construction application.

4. Applications for approval of residential construction other than farmhouses should be filed on Form WPB-2896 (formerly PD-105) with the nearest FHA Office. (See Part IV, Section C.)

B. How to fill out Form WPB-617

1. Applicant prepares five copies, retains one and files the original and three copies with necessary FCL-41-2 forms and other applicable information (Fewer copies, however, may be required by some WPB Offices).
2. All copies must be signed and dated by the person who is, or is to be, the owner of the proposed project or his duly authorized representative.
3. Check proper square or squares in heading to indicate type of application.
4. Answer all questions in Section I for all projects. Answer questions "A" through "H" in the space on page 4 of the form. If additional space is required, use separate sheets and attach copies to each copy of Form WPB-617.
5. No construction materials, other than those which require a waiver of the "Construction Limitations" shown in CMP Regulation 6, Schedule A, need be listed on the form.

AAA Committees should note that the "Construction Limitations" on the use of lumber do not apply to those classes of exempted construction for which the Committees may issue Farmer's Lumber Certificates. When authorization to begin construction

must be applied for on Form WPB-617, the "Construction Limitations" do apply. In such cases farmers who find it necessary to use any restricted item must explain why it is necessary, show quantities required and request a waiver. (See Question G, Section I, WPB-617) If waivers are not requested in the WPB-617 and not granted on the authorization form, the use of restricted items remains subject to the "Construction Limitations".

6. Questions in Section II need not be answered unless industrial or manufacturing equipment is required. Questions in Section III need not be answered unless items on the "Construction Limitations" equipment list (Appendix II) are required. For the majority of farm construction cases, it should not be necessary to answer any of these questions.
7. In preparing an application, tell the whole story. Be thorough and specific in identifying the construction requested, and give the reasons why it is necessary during wartime restrictions. Wherever possible, submit general plans or show by sketches, floor plan and section with dimensions.

C. Where to File Form WPB-617

1. All applications for "on-farm" construction must be filed with the County Agricultural Conservation Committee for the County in which the project is located.
2. Information on filing all other construction applications is given in the WPB-617 instructions.

D. Amendments and Appeals

1. For higher ratings, time extensions or permission to waive restrictions placed in previous authorizations, submit a letter (in duplicate) to the office where the original application was filed giving the serial number and issuance date of the authorization. In case of a request for higher ratings include the purchase order number (if any), description of the item, name and address of supplier, his promised delivery date with present rating, and required delivery date. In all cases, the letter should explain in detail why the adjustment requested is necessary.
2. To appeal for reconsideration of a denied application, submit a letter in duplicate to the office where the original application was filed, giving the serial number of the case and the date of denial. Explain in detail the reasons upon which the request for reconsideration is based.

3. For additions to structures already authorized but not yet finished, or for additional processing machinery or equipment, file a WPB-617 and indicate in block 2 of the heading that an amendment is requested.

#### PART IV. PROCEDURE FOR HANDLING REGULAR APPLICATIONS

##### A. "On-Farm" WPB-617 applications

1. The responsibility of determining whether a project shall or shall not be constructed, or whether restricted materials shall or shall not be incorporated into a project, rests solely with the WPB. Obviously, however, AAA Committees are in a position to say whether on the basis of local conditions a project is essential to food production, and whether certain materials are necessary to the project. The responsibility of the AAA Committees, therefore, is:
  - (a) To assist in the proper preparation of applications
  - (b) To furnish pertinent information
  - (c) To give their opinions as to the essentiality of projects and the material waivers requested

The WPB will make the final decision and notify the applicant.

2. All farm construction applications will be forwarded from County Committees to State Committees and thence to appropriate WPB Offices, regardless of whether recommended for approval or disapproval by either County or State Committees. WPB District Offices are now authorized to process cases costing \$100,000 or less. Cases which cannot be processed in the WPB Field Offices should be forwarded to the WPB, Washington, D. C.
3. County Committee Procedure:
  - (a) Review applications for accuracy, completeness and essentiality.
  - (b) Prepare recommendations with supporting information on Form FCL-41-2 in quadruplicate and retain quadruplicate copy.
  - (c) Forward required number of copies of WPB-617 with three copies of Form FCL-41-2 and any other supporting information to State Committee.

4. State Committee Procedure:

- (a) Review applications and the County Committee's recommendations.
- (b) Enter State Committee recommendations with supporting information on Form FCL-41-2 and retain one copy.
- (c) Forward one copy of FCL-41-2 to the AAA Regional Director. These copies must be mailed not later than ten days after the end of the month in which they are processed by the State Committee in order that records may be kept up-to-date. The information contained on the forms is needed in estimating construction requirements and in negotiating with the WPB for allocation of materials and assignment of preference ratings.
- (d) Forward remaining case file (necessary copies of WPB-617 and one copy of FCL-41-2) to appropriate WPB Office.

5. WPB Procedure:

- (a) Process applications on basis of committee recommendations, and other supporting data.
- (b) Notify applicant of final decision and issue such preference rating or allotment symbols as may be necessary.
- (c) To provide proper working relations with County and State Committees the following general procedure has been agreed upon:
  - (1) Farm applications filed on Form WPB-617 directly with WPB Offices will be returned to the applicant with instructions to file with the County Committee.
  - (2) State Committees will be notified of the final WPB action taken on all applications submitted by the respective Committees.
  - (3) When State and County Committee recommendations are not in agreement, preference will be given to the State Committee recommendations.
  - (4) In all WPB contacts with the applicant, whether oral or written, no reference will be made to State and County Committee recommendations.
  - (5) Such correspondence or other contacts as may be necessary with the State and County Committees in connection with the processing of applications will be with the State Committees and not with the County Committees.

## B. "Off-Farm" Applications

1. It is not necessary to file WPB-617 applications for "off-farm" facilities (used primarily for storage, processing, marketing or production of agricultural products) with AAA Committee offices. Regular AAA Committee recommendations are not required but informal statements, in duplicate, of essential facts relating to the projects may be attached, if considered advisable or if requested by applicants. "Off-farm" applications costing \$100,000 or less should be filed with the nearest WPB Field Office. Those costing over \$100,000 should be forwarded to the WPB, Washington, D. C.

## C. Borderline Residential Applications

1. When the principal use of "on-farm" residential construction or facilities is to be in connection with the operation of a farm, the L-41 application should be filed with the County Committee on Form WPB-617 and processed as a farm case.
2. When "on-farm" residential construction (including garages, electric wiring, plumbing, heating or similar service facilities) is to be used primarily for the housing of non-farm workers (not required in the operation of a farm) the L-41 application should be filed on Form WPB-2896 (formerly PD-105) with the nearest FHA Field Office.
3. When the principal use of "off-farm" residential construction or facilities is to be for the housing of workers required in the operation of a farm the L-41 application should be filed as in (2) above.
4. An application presented to a County Committee or FHA Office of the type which should be processed by the other as outlined in (1), (2) or (3) above, should be returned to the applicant with a suggestion to refile with the proper agency.
5. Where either agency receives a borderline application permitting no clear determination of the principal use, it should be processed by the office to which the application is presented according to applicable criteria.

## PART V. STANDARDS OF ESSENTIALITY

- A. When is a Farm Project considered essential? (The following factors are for the consideration of AAA Committees in arriving at their recommendations to the WPB on farm construction projects).

1. Is the proposed construction essential to the production of food on the farm?
    - (a) Why would postponement be detrimental?
    - (b) Are present facilities being utilized to maximum capacity?
    - (c) Would it be practical to rent or temporarily convert existing facilities?
  2. Is the proposed construction consistent with sound agricultural practices?
    - (a) Is it unnecessary expansion?
    - (b) Is the project of a speculative nature?
    - (c) Will the construction be fully utilized?
    - (d) Will additional construction be needed to permit utilizing the proposed project?
- B. When is a Waiver of "Construction Limitations" essential? (The following or equivalent reasons may be considered as minimum justification for requesting a waiver of "Construction Limitations" on lumber or other restricted materials provided they are explained fully.)
1. Lumber on hand or to be home-sawed.
  2. Suitable labor or materials not available for alternative types of construction
  3. Other types of construction not suited for purpose intended
  4. Any other unwarranted hardship
- C. When is Building Service Equipment essential to a Farm Project? Plumbing, heating, lighting and ventilating equipment is included in the term, Building Service Equipment. When such equipment may be purchased without a priority rating and is to be installed in an existing building without extensive use of scarce installation materials, if the project requires L-41 authorization, the Committees should be liberal in recommending approval.
- When the equipment cannot be purchased without a priority rating, whether L-41 authorization to install is needed or not, the following reasons should be considered as minimum justification for recommending approval:

1. The applicant has been deprived of similar facilities by the Government, a fire, flood, storm or other action over which he has no control (including the replacement of facilities which cannot be repaired).
2. The facility is for health protection necessary because of severity of climate, public hazard, age, disease or deformity, or is to prevent other undue hardship.
3. It can be clearly established that the facilities are necessary to secure or retain adequate labor or supervision, or to reduce labor requirements for a producing farm.
4. Where the facilities are necessary to maintain normal production or secure increased production of essential food or fiber. (For example, by increasing sanitation, providing more uniform temperature, etc.)

#### PART VI. PROCEDURE FOR HANDLING EMERGENCY APPLICATIONS

The emergency construction procedure is intended primarily for construction where the need cannot be anticipated far enough in advance to secure regular WPB approval without undue hardship or loss of farm products.

Farm emergency applications need not be made on any special form and may be made in person or by telephone or telegraph to the County Committee.

##### A. County Committee Procedure:

1. Review farmers' requests for emergency construction approval promptly. (Note: Farmhouses under Part I, A, paragraph 3, do not require such approval as their reconstruction is exempted by L-41).
2. Telegraph or telephone the following information to the State Committee when immediate replacement of farm service buildings (also farmhouses when their replacement cost will exceed \$5,000) destroyed by fire, flood, tornado, etc., occurring not more than 90 days prior to the date of the farmer's request for emergency approval, is essential to the agricultural program. Use same procedure when construction of new farm service buildings or new farmhouses is necessary to prevent threatened loss of food products.
  - (a) Applicant's name and address
  - (b) Cause and date of disaster (fire, flood, etc.)

- (c) What the building is used for
  - (d) Why immediate construction is necessary
  - (e) Type of construction (wood frame, cement block, etc.)
  - (f) Estimated cost of construction
3. Issue prescribed notification letter to the applicant when emergency approval is granted by the State Committee. (See sample letter attached).
  4. Notify the applicant when emergency approval cannot be granted and indicate the procedure required for filing regular applications if applicable.

B. State Committee Procedure:

1. Review emergency construction requests from County Committees and determine whether they fall within one of the following classes:
  - (a) Reconstruction of farm service buildings (not farmhouses) destroyed by fire, flood, tornado, etc. (occurring not more than 90 days prior to the date of the farmer's request for emergency approval) costing less than \$5,000 where immediate restoration is essential to the agricultural program.
  - (b) Reconstruction of farm service buildings and farmhouses destroyed by fire, flood, tornado, etc. costing \$5,000 or more where immediate restoration is essential to the agricultural program.
  - (c) Construction of new farm service buildings or new farmhouses where the applicant cannot wait for regular WPB approval, because immediate construction is necessary to prevent threatened loss of farm products.
2. Instruct the County Committee to issue prescribed letter of approval to the applicant when the construction falls within Class B 1(a) or B 1(c) and is determined eligible for emergency approval. (Construction limitations will not apply to these classes.)
3. Request emergency approval from the appropriate WPB Office by telegram giving the same information required from the County Committee when the construction falls within Class B 1(b). (The WPB Office will notify the applicant directly and advise the State Committee of the final action taken.)

4. Prepare Form FCL-41-2b, attached, and forward it to the AAA Regional Director, Washington, D. C., when emergency construction approval is granted.
5. Instruct the County Committees to notify the applicant and indicate procedure required where construction requested is not eligible for emergency approval.

C. Red Cross Procedure:

1. The American Red Cross has a written understanding with the War Production Board whereby, in time of widespread disaster, authority is granted to the Red Cross to extend preference ratings in a controlled amount for the relief of disaster sufferers. This assistance is extended to all eligible persons who require restricted materials for the repair, replacement or reconstruction of property damaged by disaster, irrespective of their need for Red Cross financial assistance.
2. Where the Red Cross establishes field offices in disaster cases, negotiations or applications for assistance in securing materials, should be directed to their office. When the location of this office is not known, necessary information can be secured:
  - (a) through the local chapter of the American Red Cross, or
  - (b) through the appropriate area office of the American Red Cross.

North Atlantic Area	-	New York City, New York
Eastern Area	-	Alexandria, Virginia
Midwestern Area	-	St. Louis, Missouri
Pacific Area	-	San Francisco, California
Southeastern Area	-	Atlanta, Georgia
3. When materials are secured by ratings or allotment numbers extended through the Red Cross (Red Cross Form 2096) and they have determined that immediate reconstruction is essential, it is not necessary for the applicant to file a regular WPB-617 form for WPB authority to begin construction under Conservation Order L-41.

WAR FOOD ADMINISTRATION  
REPORT ON FARM CONSTRUCTION APPLICATIONS

Name of Applicant \_\_\_\_\_

Address of Applicant \_\_\_\_\_

Location of Project \_\_\_\_\_

Application is for a \_\_\_\_\_ Costing \_\_\_\_\_

Give size and type of construction \_\_\_\_\_

Is a Waiver of "construction limitations" requested? Yes \_\_\_\_\_ No \_\_\_\_\_

Is priority assistance or controlled materials required? Yes \_\_\_\_\_ No \_\_\_\_\_

## RECOMMENDATIONS

The County Agricultural Conservation Committee recommends: approval \_\_\_\_\_  
disapproval \_\_\_\_\_ for the following reasons \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Based on: Inspection of farm \_\_\_\_\_ Other (specify) \_\_\_\_\_

Date application signed \_\_\_\_\_ received \_\_\_\_\_ forwarded \_\_\_\_\_

\_\_\_\_\_ County Committee by \_\_\_\_\_

The State AAA Committee recommends: approval \_\_\_\_\_ disapproval \_\_\_\_\_  
for the following reasons \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date application received \_\_\_\_\_ Date forwarded \_\_\_\_\_

\_\_\_\_\_ State Committee by \_\_\_\_\_

Supporting Information  
(Answer all questions fully)

I. Acreage of Farm \_\_\_\_\_ In cultivation \_\_\_\_\_ In pasture \_\_\_\_\_

II. Farm Production Schedules

: Year :	Crop :	Production :	Poultry & Livestock :	Number :
: 1944 :	:	:	:	:
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:
:	:	:	:	:
: 1945 :	:	:	:	:
:	:	:	:	:
:	:	:	:	:
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III. Cost of other new construction (excluding maintenance and repair on-farm-service-buildings) on this farm during the current calendar year: Farm-Service-Buildings \$ \_\_\_\_\_, Farmhouses \$ \_\_\_\_\_

IV. Can the construction requested be fully utilized without additional facilities? Yes \_\_\_\_\_ No \_\_\_\_\_ (If not, explain) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

V. Describe present facilities and give reasons why they will not serve as in the past for the duration: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

VI. If construction is to replace similar facilities, give  
a. Date original facilities lost \_\_\_\_\_ cause \_\_\_\_\_  
b. Value, size and capacity of original facility \_\_\_\_\_  
\_\_\_\_\_  
c. Description of gas, electric, plumbing, heating, or other equipment in original facilities \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

VII. If construction is a dwelling, give  
a. Size of family \_\_\_\_\_ or number of laborers to be housed \_\_\_\_\_  
b. Is family or labor essential to operation of farm? \_\_\_\_\_ (explain) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FCL-41-2b

Code No. \_\_\_\_\_

WAR FOOD ADMINISTRATION  
REPORT ON EMERGENCY FARM CONSTRUCTION

1. Applicant \_\_\_\_\_  

Name
Address
2. Emergency approval requested: \_\_\_\_\_ by \_\_\_\_\_ County \_\_\_\_\_  

date
Agricultural Conservation Committee
3. Emergency approval granted requested \_\_\_\_\_ by \_\_\_\_\_ State \_\_\_\_\_  

date
AAA Committee
4. Describe construction approved \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
5. Give estimated cost of construction approved \_\_\_\_\_
6. Why is immediate construction essential to food program \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
7. If construction is to replace facilities destroyed by fire, flood, tornado, etc., give
  - a. Cause of disaster \_\_\_\_\_ Date \_\_\_\_\_
  - b. If the reconstruction cost is \$5,000 or more, give date War Production Board approval issued \_\_\_\_\_
8. If construction is not to replace facilities destroyed by fire, flood, tornado, etc., give
  - a. What threatened loss of food products would be involved if construction were delayed until a regular application could be processed \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\*Note: State AAA committees must submit a copy of this report to the War Food Administration for each case approved for emergency construction in order to provide information on the amount of emergency construction authorized and the need for this authority. A report need not be submitted where emergency approval is requested but not granted.

Form FCL-41-2c

## EMERGENCY APPROVAL SAMPLE LETTER

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Name

---

AddressDear 

---

Your request for emergency approval to begin construction of a 

---

 at an estimated cost of \$ 

---

 has been reviewed by the County and State Committees. Since it has been determined that immediate construction of this facility on your farm is essential to the food production program, you are authorized to begin construction immediately. This is in accordance with paragraph (e)(4) or (e)(6) of WPB Order L-41, as amended June 11, 1945.

Your authority to begin immediate construction does not mean that the WPB will be required to issue special priority ratings, for materials or equipment, other than those now available. Ordinary farm building materials can be purchased either without priority ratings or with ratings already assigned by WPB for farm use. Since yours is a qualified emergency case your County Committee may, if its lumber quota is sufficient, grant you a Farmer's Lumber Certificate for the necessary lumber. Many domestic plumbing and heating items can be bought without priority ratings and certain others, such as furnaces and electric water heaters which ordinarily require ratings, can be bought to replace damaged or destroyed equipment by signing the L-79 replacement certificate. Your dealer will explain this to you. Metal bathtubs cannot be purchased at this time without a priority rating. If you desire a metal bathtub, we will advise you as to the WPB Form to file.

If we can be of any further assistance, please contact this office.

Very truly yours,

Signed 

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Chairman 

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 County  
Agricultural Conservation Committee

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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D.C.

SSM-221

June 27, 1945

SPECIAL SERVICES MEMORANDUM - 221

Machinery Rationing - 16

SUBJECT: Special Relief to Farmers who Lost Farm Machinery  
and Equipment in the 1944 and 1945 Floods

Public Law 75, approved June 5, 1945, states:

"The War Production Board, and every other governmental agency which has jurisdiction over allocations and priorities relating to farm machinery and equipment, are authorized and directed immediately to take such steps as may be necessary to provide for the necessary allocations and priorities to enable farmers in the areas affected by floods in 1944 and 1945 to replace and repair their farm machinery and equipment which was destroyed or damaged by such floods, or windstorms, or fire caused by lightning, and to continue farming operations."

The procedure outlined in this memorandum was developed in cooperation with the War Production Board. WPB field offices have been advised of this procedure and WPB District offices have been instructed to approve WPB-541 applications when the accompanying letter from the County AAA Committee states that the conditions specified in Public Law 75 exist and that the farmer is eligible to receive a priority rating for the farm machinery, equipment, or repair parts listed in his application. The procedure outlined herein should not be used when some other procedure, such as those used for crawler tractors, copper wire, and lumber, will procure the farm machinery, equipment or repair parts for the farmer.

I. Responsibility of the Farmer

1. File with his County AAA Committee a WPB-541 application for priority rating covering the repair parts and new items of farm machinery and equipment which are needed to repair and replace farm machinery and equipment damaged or destroyed by any of the causes listed in Public Law 75 as quoted above.
2. Enter on one WPB-541 application all items of new farm machinery and equipment and repair parts, which are needed to replace and repair farm machinery and equipment which was destroyed or damaged by any of the causes listed in Public Law 75. Repair parts should be shown by total dollar value only. Items of farm machinery and equipment should be described and listed separately.
3. Upon receipt from the War Production Board of an approved copy of the application, showing the rating assigned, present an order to each dealer from whom materials listed in the application will be purchased. As provided for in PR-3, the farmer will make the following certification, in writing, to each dealer from whom he purchases materials:

"The undersigned purchaser hereby represents to the seller and to the War Production Board that he is entitled to apply or extend the preference ratings indicated opposite the items shown on this order, and that such application or extension is in accordance with

- 2 -

Priorities Regulation 3, as amended, with the terms of which the undersigned is familiar.

\_\_\_\_\_  
Name of Purchaser

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

4. Retain the approved copy of the application as proof of authority to make the certification outlined above.

II. Responsibilities of the County AAA Committee

1. Upon receipt of a farmer's WPB-541 application for a priority rating determine whether:
  - (a) The materials listed in the application are needed to replace, or repair, farm machinery and equipment which was destroyed or damaged by floods, windstorm, or fire caused by lightning; and
  - (b) The materials listed in the application are needed by the farmer to continue his farming operations.
2. Prepare a letter addressed to the proper WPB District office stating whether the requirements listed immediately above have been met. If the requirements have not been met, state the Committee's findings. The letter should be attached to the farmer's application.
3. Forward the letter and the application either to the State AAA office or to the WPB District office, depending on State office instructions to the County AAA office.

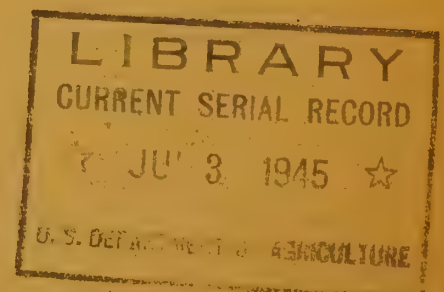
III. Responsibilities of the State AAA Committee

1. Instruct the County offices on whether the applications, with attached letters, are to be forwarded to the State office for review or directly to the WPB District offices.
2. Forward any applications and letters received from County offices to the proper WPB District office.

IV. Responsibility of the WPB District Office

1. WPB will act upon the application and notify the applicant directly of approval or denial. Copies of such actions will not be forwarded to the State or County Committees. If the application is approved, the rating will be shown on the WPB-541.

When a dealer's stock enables him to supply the farmer with an item listed on an approved application, the farmer's certification may be used by the dealer in extending the rating for the purpose of replacing the item. If the item is not in stock, the rating may be extended to secure the items for the farmer.



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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

ssm-222

June 30, 1945

SPECIAL SERVICES MEMORANDUM - 222

Surplus War Property-13

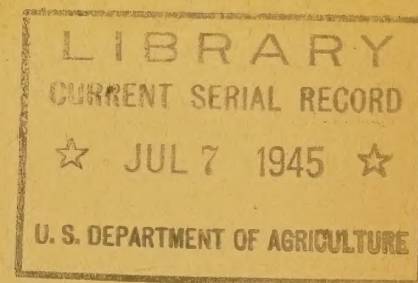
SUBJECT: Discontinuance of Issuance of Certificates for use at  
Spot Sales of Trucks

This memorandum cancels Special Services Memoranda 106, 125, 178 and 200 issued relative to the disposition of Surplus Government Trucks.

Attached is a copy of a memorandum from R. J. Widmann, Acting Director, Office of Surplus Property, Department of Commerce, advising all Regional Directors, Office of Surplus Property, that certificates issued by various Governmental agencies will no longer be honored at spot sales of surplus trucks or other equipment.

With the issuance by the Surplus Property Board of Regulation 3, the ~~priorities~~ granted to Agriculture under the Surplus Property Act are recognized. Therefore, county committees shall be advised to immediately discontinue the issuance of certificates as provided for in the above-mentioned Special Services Memoranda. (This will not affect the issuance of certificates as outlined in Special Services Memorandum - 211).

To assure a fair share of surplus trucks to agriculture, county committees should continue to encourage dealers to attend spot sales of trucks which are sold outside of the priorities, as well as sales held for the purpose of selling trucks allocated to agriculture under SPB regulation 3.



(See reverse side for attachment mentioned above)

DEPARTMENT OF COMMERCE  
Office of Surplus Property  
Washington 25, D. C.

June 21, 1945

SURPLUS PROPERTY MERCHANDISING MEMORANDUM NO. 19 - Supplement 3

TO: All Regional Directors

FROM: R. J. Widmann, Acting Director, Office of Surplus Property

SUBJECT: Discontinuance of Use of Certificates in Disposal of Trucks  
at Spot Sales.

1. Purpose - The purpose of this memorandum is to advise you of the discontinuance of the practice of honoring, at spot sales of trucks, certificates or letters of recommendation issued by various Governmental agencies.

2. Reason for Use of Certificates - The Surplus Property Act of 1944 provides for the issuance of regulations by the Surplus Property Board governing the disposition of surplus property to certain agencies and groups specified in the Act. In the absence of such regulations and as an interim method of carrying out the purposes of the Act, the Office of Surplus Property devised the method of giving a limited preference on spot sales of trucks and certain other equipment to those bidders who held certificates of letters of recommendation, issued by certain Governmental agencies.

3. Reason for Discontinuance - The recent issuance of Regulations 2 and 3 by the Surplus Property Board, setting up priorities and preferences for those agencies and groups who were entitled to such preferences, removes the need for continuing this interim practice.

4. Future Action - Effective immediately, no holders of certificates or letters of recommendation issued by a Governmental agency, will receive any preference or priority in the purchase of trucks or other equipment, at spot sales, except such priorities or preferences which may be provided for in Regulations issued by the Surplus Property Board.

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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

June 30, 1945

SPECIAL SERVICES MEMORANDUM - 223

Administrative - 6

SUBJECT: Veterans' Preference Policy on Farm Programs  
Dealing with Copper Wire, Lumber, L-41 Construction, Electric Motors (1 H.P. and over), Hay Dryers, and Gas Engines

This memorandum sets forth the policy applicable to the above subject. Such policy is effective immediately.

Committees shall give veterans preference by issuing certificates within quotas, where applicable, or recommending approval of applications where the committee believes that: (1) the request is reasonable (2) the use of materials, equipment or facilities will assist the veteran materially in establishing or reestablishing himself in agricultural production, and (3) the veteran's intentions indicate a real desire to utilize the materials or facilities effectively and to make farming his primary interest.

"Veteran" means any person who shall have served in the active military or naval service of the United States on or after September 16, 1940, and prior to the termination of the present war, and who shall have been discharged or released therefrom under conditions other than dishonorable after active service of ninety (90) days or more, or by reason of an injury or disability incurred in service in line of duty.

